

MODERN APPRENTICE RECRUITMENT

Action by: 12th June 2017

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Over recent years, many employers and staff at the University have seen the rewards of hiring Apprentices and as the programmes have developed, apprenticeships are shaking-off their old image and are seen as a useful addition to current recruitment options. The University is one of the largest local employers covering multiple sectors and job roles. We have the scope to offer interesting and varied career opportunities to more young people in our community.

Why hire an Apprentice?

An Apprentice can be a solution for your team if you want to:

1. Develop new talent to meet your needs
2. Free up existing staff to take on more responsibility
3. Give your team new skills and energy
4. Give a young person a career opportunity
5. Train existing staff to gain a Modern Apprenticeship qualification

How much does it cost?

- Investing in Apprentices is a cost effective way of growing talent, with government funding available for training. Full funding is typically available for those aged 16-24.
- **Salary costs are met by the hiring department** (currently £15,421).
- Recruiting a Modern Apprentice has been pre-agreed at a Grade 1.
- Employers can apply for relief on National Insurance contribution for those up to the age of 24, on a Modern Apprenticeship, potentially a saving of £1,000.
- Fixed-term contracts are recommended for Apprentices, usually 12, 18 or 24 months. It is then your decision to extend or offer a permanent contract.

Who are Modern Apprenticeships for?

- Apprenticeships are for anyone aged 16+ who want to gain qualifications and paid employment (open to new or existing staff).
- Modern Apprenticeships are mostly work-based and do not require day-release to College (there are some exceptions e.g. Life Sciences).
- Assessors come into the workplace and learning modules are completed online or sometimes on short external courses.
- There are over 80 different job roles to choose from, known as '[Frameworks](#)' e.g. Business & Administration, IT, Digital Marketing, Facilities Services, Life Sciences and Customer Service.
- Young people who choose the option of apprenticeships are often those who are looking for an alternative to the university route.

Cohort approach

UHRS are coordinating an annual cohort of Apprentices to start from any area of the University. This year's pilot will start on **2nd October**, future years either July or October (tbc). A training programme will be devised (minimum of eight Modern Apprentices required) and there will be many advantages to this cohort approach for staff and Apprentices.

"I am confident that by bringing new ideas, fresh thinking and a generational perspective our Modern Apprentice will have a notable impact to our existing team and stakeholders."

Kerry Scott, Account Payable
Manager

Are you ready to hire an Apprentice?

To be part of the first cohort, we would like to hear from you by **12th June**, confirming the number of Apprentices you would like to hire or staff you would like trained. The Resourcing Team can answer any questions you have and provide detailed [timings](#). We will support all areas of recruiting an Apprentice, sourcing the most suitable Training Provider, through to induction and training provision.

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